

Youth Athletics Advisory Board

Agenda: January 7, 2009
6:30 PM Village Council Chambers
Televised

1. Call to order/Roll call of Board Members
2. Agenda Review
3. Review and Adoption or Amendment of Minutes
4. Standardization of scholarships:
 - a. Need Based Scholarships (Y/N)
 - i. Intake procedure:
 1. The Village (Y/N)
 2. The KBAC (Y/N)
 3. The Key Biscayne Community Foundation (KBCF), then anonymously submitted to the Village (Y/N)
 - ii. Review procedure:
 1. Reviewed by the Village (Y/N)
 2. Anonymously coded by the Village then submitted to a committee for review (Y/N)
 - a. Determine make up of committee
 3. Reviewed by KBCF then Submitted (Y/N)
 - a. The Village
 - b. Scholarship Committee
 - iii. Scholarship amount caps:
 1. Should the allocation of scholarships be relative to that sport's percentage of the total athletic program enrollment (Y/N)
 2. Should the allocation of scholarships be a percentage of the total number enrolled in that particular sport (Y/N)
 - a. Determine percentage
 3. Limit number of scholarships received by a family to a number per athletic calendar year or a financial sum (Y/N)
 - a. Determine number limit
 - b. Determine total financial limit
 - iv. Scholarship financial criteria
 1. Submission of a financial statement with a pre-determined W-2 threshold (Y/N)
 - a. Determination of set threshold
 2. Letter describing and documenting special circumstance

- a. Determine process for review, anonymously, of special circumstances documentation
 - i. Village
 - ii. KBCF
 - iii. Scholarship Committee
 - 3. Enrollment in public school or proof of private school scholarship (Y/N)
 - v. Out of Season Athletic Programs:
 - 1. Scholarships available (Y/N)
 - a. If Yes
 - i. Utilize same criteria previously established (Y/N)
 - ii. Scholarships to be absorbed by the out of season budget without contribution by the Village (Y/N)
 - iii. Are KBAC scholarships available for out of season athletic programs (Y/N)
- b. Volunteer Incentive Program (Y/N)
 - i. KBYAAB & KBAC volunteer discount (Y/N)
 - 1. Board members receive scholarship
 - a. Set number (1) and or financial limit (\$300)
 - b. Is this transferable
 - c. Are conditions set for transfer
 - ii. League Commissioner volunteer incentive (Y/N)
 - 1. League Commissioner incentive
 - a. Set number (1)
 - 2. Financial limit \$
 - 3. Percentage of registration fee
 - a. Is this transferable
 - b. Are conditions set for transfer
 - iii. Division Commission (Y/N)
 - 1. Same as previous item
 - iv. Head Coach volunteer incentive (Y/N)
 - 1. Same as previous item
 - v. Assistant Coach volunteer incentive (Y/N)
 - 1. Same as previous item
 - vi. General volunteer discount (Y/N)
 - 1. Same as previous item
- c. Multiple Sibling Discount (Y/N)
 - i. Percentage applied to second sibling
 - ii. Percentage applied to third sibling
 - iii. Percentage applied to fourth sibling

- iv. Financial sum threshold for multiple sibling discount (Y/N)
 - 1. Determine threshold
 - d. Early Registration Discount (Y/N)
 - i. Set percentage of discount
 - ii. Set the number of days prior to the start of the program that the discount expires
- 5. Issue limiting Off Season Travel Teams
- 6. Flag Football Season
 - a. Should the Flag Football season remain as previously scheduled in the Fall or moved to the Spring
- 7. Future Meeting(s)
 - a. January 28, 2009
 - b. February 11
 - c. March 4
 - d. March 18
 - e. April 1
 - f. April 15 or 22
 - g. May 6
 - h. May 20
 - i. June 3
 - j. July 1
 - k. July 22
 - l. August 5
 - m. August 19
 - n. September 2
- 8. Procedural Manual (Cont. from Sept.17th)
 - a. Program Requirements (Section 1)
 - i. Analyze prior year program budgets and participation numbers
 - ii. Participant/Parental Input on current and new programs by sport
 - 1. Type of Programs – Recreational or Travel
 - 2. Type of Coach - Paid or Volunteer
 - 3. Payment Structure (fixed or monthly) based on budget
 - b. Master Calendar – Published (Section 2)
 - i. Season Lengths
 - ii. Analysis of overlapping programs and effects on other programs
 - iii. Events/Ceremonies

- c. Registration (Section 8)
 - i. Information & Fee Collection – Online or In-Person (KBCC) - Required
 - 1. Fee Collection – fixed or monthly (commitment)
 - 2. Uniform Information Collection
 - 3. Contact information – E-Mail Preferred (database)
 - ii. Deadlines & Sign-up Periods (Annual Calendar)
 - 1. Late – Registration & Penalty
 - 2. Definitive Cut-Off date
- 9. Communications
 - a. Pre-season Promotion
 - i. Local Schools
 - ii. Islander & La Isla.
 - iii. KBCC
 - iv. Volunteer Recruiting – Calling, Winn Dixie, etc.
 - b. Media/Website
 - i. Communicate In-Season results & stories with Islander & La Isla
 - ii. Update Parks & Recreation website as well as individual sport website
 - c. Database
 - i. Establish Database from current registrants as well as new registrants
 - ii. Supply commissioners and coaches w/ respective contact list
 - iii. Coordinate notification procedures for schedules, game changes and cancellations
- 10. Adjournment